

# VACANCY NOTICE

For opportunities in RHODE ISLAND STATE GOVERNMENT

CS-376  
Rev.9/93

<b>DESCRIPTION OF POSITION</b>	TITLE OF POSITION: <u>Supervising Environmental Health Food Specialist</u>	CLASSIFICATION CODE: <u>02901400</u>															
	SALARY RANGE: <u>333 49696-56035</u>	REFERENCE POSITION NO: <u>1176-10000-52</u>															
	Health: _____ Food Protection: _____	APPLICATION PERIOD: <u>12/23/03-12/29/03</u>															
	DEPARTMENT OR AGENCY NAME: _____	DIVISION/SECTION/UNIT: _____															
	ASSIGNMENT(S) COMMENTS: _____																
	SHIFT AND DAYS: _____ 3 Capitol Hill, Providence																
	RESTRICTIONS/LIMITATIONS: _____																
	POSITION COVERED BY COLLECTIVE BARGAINING UNIT YES <input type="checkbox"/> X NO <input type="checkbox"/>																
	NAME OF BARGAINING UNIT <u>PSA/NEA</u>																
	THERE IS <input type="checkbox"/> IS NOT <input checked="" type="checkbox"/> A Civil Service List for this position. <b>SEE A/B FOR SPECIFIC INSTRUCTIONS.</b>																
<b>GENERAL INFORMATION TO CANDIDATE</b>	<p><b>INSTRUCTIONS. STATE EMPLOYEE LATERAL BIDDER:</b></p> <p>Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include either on the application or within a cover letter, both the File Position Title and number.</p> <p>Most important- Please include the following information:</p> <ul style="list-style-type: none"> <li>• <i>The title of the position for which you are applying.</i></li> <li>• <i>The title of your present position and date you entered it.</i></li> <li>• <i>Date you entered State service.</i></li> <li>• <i>Name of department where you are currently employed.</i></li> <li>• <i>Your business telephone number.</i></li> <li>• <i>Present Union Affiliation ***</i></li> </ul> <p>*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.</p> <p><b>A. NON INCUMBENT / NON STATE EMPLOYEE APPLICANT:</b></p> <p>If indicated above that no civil service list exists for this position, you need not to be in the class position. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write the letter "N.A." for NOT APPLICABLE. If you fail to answer all the questions on the application form, you may delay consideration of your application.</p> <p><b>B. AMERICAN WITH DISABILITIES ACT:</b></p> <ul style="list-style-type: none"> <li>• <b>Reasonable Accommodation:</b></li> </ul> <p>If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMODATION, then the individual shall not be considered unqualified for the position.</p> <ul style="list-style-type: none"> <li>• <b>MEDICAL INFORMATION:</b></li> </ul> <p>Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the American with Disabilities Act (ADA).</p>																
<b>STATEMENT OF DUTIES</b>	<p><b>DUTIES / RESPONSIBILITIES:</b></p> <p>This position supervises all food safety related activities and Food Protection field office staff within a region of the state; performs administrative duties for the Dairy Program; responsible fro all aspects of the Dairy program including assuring compliance with federally mandated interstate dairy product requirements, pasteurization equipment testing, plant and farm inspections and follow-ups, product sample collection, water/sweet water sampling; monitoring sampling and results for violations; provides 24 hour per day 7 day per week emergency beeper coverage for food related emergencies on a rotating basis; responsible for summer food service program; and other related duties. <b>Selected candidate must maintain a valid driver's license and personal vehicle for the duration of this employment.</b></p>																
<b>MINIMUM EDUCATION &amp; EXPERIENCE</b>	<p><b>EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:</b></p> <p>Successful completion of a 4-year course of study leading to a bachelor's degree from a college of recognized standing with courses that included at least 30 semester hours in one or a combination of the following: biological sciences, chemistry, physical sciences, food science/technology, nutrition, medical science, engineering, epidemiology, veterinary medical science, psychology, or related scientific fields that provided knowledge directly related to food protection and environmental health; and employment as a Principal Sanitarian, Senior Environmental Health Food Specialist, or Senior Sanitarian with demonstrated competence in supervising food regulatory inspections in a regulatory agency for at least 2 years. Or, a combination of education and experience that shall be substantially equivalent to the above education and experience, provided that there shall be at least 30 semester hours in the sciences as specified in the above education requirements, plus a minimum of two years experience as a Senior Environmental Health Food Specialist or a Senior Sanitarian in a food regulatory agency. <b>Special Requirement: Must, at the time of application and continually thereafter, be free from any conflict of interest involving regulated facilities. May be required to be standardized by the Food and Drug Administration to conduct food, milk, or shellfish plant inspections prior to permanent appointment.</b></p>																
<b>WHERE TO APPLY</b>	<p>Apply within the application period as shown on this announcement. NOTE: Some state union contracts allow a 3-day grace period for receipt of CS-14 application or bid. This office <b>does not</b> assume responsibility for applications sent through the mail.</p> <table style="width: 100%;"> <tr> <td style="width: 40%;"><b>SEND RESUME OR CS-14 APPLICATION TO:</b></td> <td>Telephone #</td> <td>222-2265</td> </tr> <tr> <td>Kathy Guadagno</td> <td>Fax #</td> <td>222-1256</td> </tr> <tr> <td>Office of Health Personnel</td> <td>TTD#</td> <td>1-800-745-5555</td> </tr> <tr> <td>3 Capitol Hill, Room 402</td> <td></td> <td>(Hearing/Speech Impaired)</td> </tr> <tr> <td>Providence, RI 02908</td> <td></td> <td></td> </tr> </table> <div style="text-align: right;">  </div>		<b>SEND RESUME OR CS-14 APPLICATION TO:</b>	Telephone #	222-2265	Kathy Guadagno	Fax #	222-1256	Office of Health Personnel	TTD#	1-800-745-5555	3 Capitol Hill, Room 402		(Hearing/Speech Impaired)	Providence, RI 02908		
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**STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY EMPLOYER**